



***Town of Tyngsborough
Board of Fire Engineers***
TYFD PO Box 52
Tyngsborough, Massachusetts 01879
Office: (978) 649-7671

MINUTES OF BOARD OF FIRE ENGINEERS' MEETING

February 10, 2016

Members Present: Arthur Michaud – Chair
Wilfred Mercier – Recording Clerk
Timothy Madden – Fire Chief
Donald Singleton – Member

Also in Attendance: Kerry Colburn-Dion – Town Treasurer/Finance Coordinator
John Pelletier – Chairman - Tyngsboro Firefighter's Association
Lavel Blanchet – Member -Tyngsboro Firefighter's Association
Robert Burndret – Member -Tyngsboro Firefighter's Association

Members Absent: Raymond Ledoux – Vice Chair, James Doster – Member

7:07 p.m. - Meeting called to order.

Agenda Item #1 –Minutes of 22 September 2015 meeting reviewed.

Discussion: none

Donald Singleton: Motion to accept as written the minutes of the 22 Sept. 2015 meeting.

Wilfred Mercier: 2nd the motion

Vote: 4 - 0 - 0 Passed

Agenda Item #2 – Tyngsboro Firefighter's Association fund raising.

Discussion: John Pelletier – Chairman - Tyngsboro Firefighter's Association informed the Board of Fire Engineers that the Tyngsboro Firefighter's Association is presently raising funds to purchase a used ambulance to be donated to the Town of Tyngsboro Fire Department. Attached item: TFFA10FEB2016.pdf

Donald Singleton: Motion, to support the Tyngsboro Firefighter's Association fund raising and purchase of a backup ambulance to be given to the town of Tyngsboro for use by the Tyngsboro Fire Department.

Timothy Madden: 2nd the motion

Vote: 4 - 0 - 0 Passed

Agenda Item #3 – FY 2017 budget review

Discussion: To submit the budget level funded except for salary and wages.

2 % raise July 1, 2016 + 1% raise January 1, 2017.

John Pelletier obtained 2 grants:

1. \$400 for senior safety
2. \$2,000 for student safety

Attached items: TFD_Buget_2017_1of2.pdf, TFD_Buget_2017_2of2.pdf
and Fire Wages FY 17.xlsx

Donald Singleton: Motion , to approve 2017 budget level funded except for salary and wages. Fire Dept Wages FY2017

FY2016 wages	2% July 1 - Dec 31	add'l 1% Jan 1 - June 30	Total FY2017 fire wages
\$513,958.00	\$262,118.58	\$264,739.77	\$526,858.00

Fire Chief Salary FY 17	Salary at 2% - July 1	Salary at add'l 1% January 1
Tim Madden	102772	103800

Wilfred Mercier: 2nd the motion

Vote: 3 - 0 - 1 Passed

Agenda Item #4 – Review Ambulance budget

Discussion: Reviewed purposed Ambulance 2017 budget. Discussed leased purchase of a new ambulance. Reviewed purposed manning and incident per alarm and response per alarm.

Attached items: Fire_Dept_Ambulance_Budget.pdf, 2015_Incidents-per-Alarm.pdf,
Incident_Responses_by_day_of_week_2015.pdf

Wilfred Mercier: Motion

Donald Singleton: 2nd the motion

Vote: 4 - 0 - 0 Passed

Agenda Item #5 – Ride along Ambulance training with the Westford Fire Department.

Discussion: Westford Fire Department will start March 1, 2016 ride along ambulance training for Tyngsborough EMT's on ambulance procedures and interfacing with hospitals.

Wilfred Mercier: Motion to accept Westford Fire Department offer for ride along training.

Donald Singleton: 2nd the motion

Vote: 4 - 0 - 0 Passed

Agenda Item #6 – Firefighter/EMT job description

Discussion: Creation of a Firefighter/EMT job description to be used to post for the creation of a Firefighter/EMT hiring list.

Timothy Madden: Motion to create a Firefighter/EMT job description to be used to post for the creation of a Firefighter/EMT hiring list.

Donald Singleton: 2nd the motion

Vote: 4 - 0 - 0 Passed

Agenda Item #7 – Motion to adjourn @ 8:37pm

Discussion:

Arthur Michaud: Motion to adjourn @ 8:37pm

Wilfred Mercier: 2nd the motion

Vote: 4 - 0 - 0 Passed

Minutes respectfully submitted by

Wilfred D. Mercier

Recording Clerk